

CITY OF TEMPE

REQUEST FOR COUNCIL ACTION

Council Meeting Date: 2/13/2014
Agenda Item: 5B5

ACTION: Award a one-year contract with four, one-year renewal options to Fluoresco Lighting and Signs for area and path lighting maintenance and repairs for the Public Works Department.

FISCAL IMPACT: Total cost of this one-year contract will not exceed \$150,000. Sufficient funds have been appropriated in various cost centers in the Transit Fund under cost center 3910 (Transit) and the General Fund including cost centers 2550 (Park Maintenance) and 3240 (Facility Maintenance), for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Award the contract.

BACKGROUND INFORMATION: (RFP 14-084) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for area and path lighting maintenance and repairs for the Public Works Department. Work covered under this contract includes repair and maintenance of lighting systems on multi-use paths, outdoor lighting at Transit Facilities, outdoor lot lighting, ballfield lighting, sports court lighting, bus shelter lighting and any similar fixtures.

This single contract replaces two individual contracts for similar services – one for area lighting and one for path and bus shelter lighting. The contract for area lighting did not have any renewal options available and was required to be rebid. The contract for path and bus shelter lighting will replace contract 13-049 that was awarded to Sylvania on June 30, 2013 – subsequent to award, Sylvania discontinued providing this service necessitating a rebid.

Evaluation Process

Eight firms submitted offers for these services. The proposals were reviewed by a committee comprised of Public Works and Procurement staff. The responses were scored on the following criteria – sub categories carry equal weight unless otherwise noted:

Criteria		Weight
Cost		6 (46%)
	Labor (45%)	
	Service Vehicles (30%)	
	Parts (20%)	
	Vendor Outage Check (5%)	
Qualifications		6 (46%)
	Qualifications and Experience of Firms	
	Licensing	
	Staffing available for provided services	
	Response Time	
	Quality control procedures	
	Warranty offered	
	References	
	Acceptability of sub-contractor firms if utilized	
Overall Response to RFP		1 (8%)
	Quality, composition and completeness of offer	
	Acceptance of T&Cs	

An initial review of offers was conducted by the committee. Because of uncertainty concerning answers to RFP questions, it was decided to forward a clarification letter to all susceptible firms to insure that the evaluation was scored in a fair and equitable manner.

Results of Final Scoring

Firm	Overall Score	Cost
Fluoresco Lighting & Signs	111.11	\$ 8,372.67
Smart Service Lighting	109.84	\$ 8,556.77
Spectra Electrical Services	104.97	\$10,520.37
DECA Southwest	103.75	\$10,798.04
Hernandez Companies, Inc.	103.43	\$ 9,134.16
Commonwealth Electric Company	99.40	\$10,255.49
AJP Electric, Inc.	98.70	\$ 9,916.21
Star Tech USA		

Star Tech only provided pricing information for 39 of 81 requested products, therefore, they were considered non-susceptible for award.

The cost amount shown in the scoring matrix is based on normally purchased parts, services and equipment. A parts list comprised of 81 items, 2 labor categories, and 10 classes of service vehicles were priced by the responding firms and utilized for analysis during the committee review. Since there is no way to determine the exact quantities of each item to be purchased, the committee decided to evaluate based on the utilization of 150 labor hours, one each of service vehicle classifications, and the purchase of one each of all parts requested (additionally, the quality of the product lines offered were reviewed). Based on the evaluation process utilized, the cost shown in the above table is lower than will actually be seen during the contract utilization. The City will purchase these services on an as needed basis.

Summary

It is recommended that a contract be awarded to Fluoresco Lighting & Signs, the high scorer, who offered the lowest cost meeting City specifications as set forth in the RFP.

ATTACHMENTS: Vendor RFP Documents

STAFF CONTACT(S): Shelly Seyler, Deputy Public Works Director – Transit/Traffic Engineering, (480) 350-8854
John Osgood, Deputy Public Works Director – Field Operations, (480) 350-8949

Department Director: Ken Jones, Finance & Technology Department Director

Legal review by: David Park, Assistant City Attorney

Prepared by: Tony Allen, CPPB, Procurement Officer